

AGENDA
STONEVILLE TOWN COUNCIL
July 11, 2023
7:00 PM - Regular Meeting
Council Chamber at 101 Smith St

Call to Order – Mayor Galvan
Pledge of Allegiance & Invocation

APPROVAL OF MINUTES

1. Special & Reconvened Meeting – May 18, 2023 & June 6, 2023
2. Regular Meeting – June 6, 2023

APPROVAL OF JULY 11, 2023 AGENDA

NEW BUSINESS

1. Sewer Line Issue at 105 Oak Lawn St. – Anthony Rhodes, Property Owner
2. Consideration of \$300.00 annual donation to Stoneville Community Cemetery – James Smith
3. Presentation of awards by Fire Dept. and Rockingham County Fire Marshal's Office - Fire Chief, Joel Freeman and Fire Marshal, Melissa Joyce
4. Implementation of Emergency Response Plan for Town of Stoneville – Town Mgr. Webster
5. Consideration to approve Town Administrator Contract for 2023-2024
6. Consideration to clear and seed property located behind 103 & 107 S Henry St. (from Post Office to Golden Eagle Drive) – Town Mgr. Webster.
7. Budget Amendments – Shannon Tucker

OLD BUSINESS

None

PUBLIC COMMENTS

DEPARTMENTAL REPORTS

1. Fire Chief - Joel Freeman
2. Police Chief - Frank Moore
3. Parks & Recreation Director – Town Mgr. Webster
4. Public Works - Town Mgr. Webster

TOWN MANAGER REPORT

1. Update on Public Works Building
2. Update on additional driveway at Stoneville Municipal Cemetery
3. USDA Loan Update
4. Update on street maintenance
5. Update on 103 S Henry property

JULY EVENTS

- 14th Easy Eats Food Truck
- 21ST Cruise In, 5:00pm – 8:00pm
- 28th Smack Mouth BBQ Food Truck

Next Council Meeting – August 1, 2023, at 7:00 p.m.

ADJOURN

**Stoneville Town Council
Special Meeting Minutes
May 18, 2023
7:00 PM - Council Chamber**

Special Meeting Started at 7:00pm:

Present were Mayor Kathy Stanley-Galvan, Councilmen Henry Thornton, Chuck Hundley, Jerry Smith, Curt Bennett, and Johnny Farmer. Also present were Interim Town Manager Perry Webster, Finance Officer Shannon Tucker, Town Clerk Deleia Hutcherson, Fire Chief Joel Freeman, Police Chief Frank Moore, and Town Attorney Eugene Russell.

Welcome: Mayor Galvan welcomed the assembly and called the meeting to order after the Pledge of Allegiance and Invocation.

Agenda: Mayor Galvan asked for a motion to approve the May 18, 2023, Special Meeting Agenda. Councilman Thornton made the motion to approve the agenda. Councilman Hundley seconded. Motion carried.

Present proposed 2023-2024 Fiscal Year Budget to Town Council – Balanced Budget for 2023-2024 Fiscal Year was presented to the Town Council with highlights given by Town Manager Perry Webster and Finance Officer Shannon Tucker. Various items related to the Budget were discussed and the Council will have the opportunity to review further until the Budget Hearing is held on June 6, 2023, and presented at the regular meeting for approval. The proposed Schedule of Fees for 2023-2024, was also presented and reviewed. Copies of proposed budget and fee schedule incorporated into minutes.

Consideration of use for property located at 104 E Main – Discussed filling hole and leveling out property. A number of citizens have requested a parking lot at this location. The Town Council advised the Town Mgr. to move forward with filling hole and leveling area. Further discussion on use of lot will be tabled until leveling complete.

Consideration of Resolution Appointing Shannon Tucker and Deleia Hutcherson as Plat Review Officers for the Town of Stoneville – Councilman Farmer made the motion to approve the Resolution Appointing Shannon Tucker and Deleia Hutcherson as Plat Review Officers for the Town of Stoneville. Councilman Hundley seconded. Motion carried. Copy incorporated into minutes.

Public Comments: None

Motion was made by Councilman Thornton to go into Closed Session §143-318.11 (3) Consult with Town Attorney (4) Economic Development (6) Personnel. Seconded by Councilman Smith. Motion Carried.

Entered into Closed Session.

Motion to come out of Closed Session made by Councilman Thornton. Councilman Bennett seconded.

Councilman Farmer made motion in open session that we Consider a Resolution of Intent to Consider an Ordinance Amending the Charter of the Town of Stoneville to Change from the Council-Manager Form of Government to the Mayor-Council Form of Government and set a Public Hearing for the Proposed Ordinance on Tuesday, June 6th at 6:00 p.m. in the Council Chamber located at 101 Smith Street. Councilman Thornton seconded. Motion carried. Copy incorporated into minutes.

Councilman Farmer made motion at the request of Gregory Pallett and Lumber LLC to revise easement for the Town of Stoneville to the Northern 30 feet of the present 60 feet easement as shown on Plat Book 49 and page 21 fronting the 4.201 acre tract and 5.219 acre tract and extending to the Tower as shown on the site plan. This would allow the town to reduce its easement by 30 feet and give the easement to Gregory Platt and Lumber LLC. This would abandon the existing easement and request made that any relocation of the easement for the town be graded and graveled by Gregory Pallett and Lumber LLC. Councilman Thornton seconded. Motion carried.

Motion made by Councilman Farmer that the Council authorize the Town Manager to make the necessary repairs to the Simpson St. sewer pump station for costs to be in the range of \$19,000 - \$21,000. Councilman Thornton seconded. Motion carried.

Motion by Councilman Thornton to recess Special Meeting until June 6, 2023, at 6:00 p.m. in the Council Chamber located at 101 Smith St. Seconded by Councilman Smith. Motion carried.

Special Meeting recessed until June 6, 2023, at 6:00 p.m.

Reconvened meeting minutes continued on next page.

**Stoneville Town Council
Reconvened Special Meeting Minutes
June 6, 2023
6:00 PM - Council Chamber**

Present were Mayor Kathy Stanley-Galvan, Councilmen Henry Thornton, Chuck Hundley, Curt Bennett, and Johnny Farmer. Also present were Interim Town Manager Perry Webster, Finance Officer Shannon Tucker, Town Clerk Deleia Hutcherson, Fire Chief Joel Freeman, Police Chief Frank Moore, and Town Attorney Eugene Russell. Four Councilman present plus Mayor. One Councilman absent. Councilman Smith was unable to attend meeting and absence was excused. Quorum was present with majority of Council attending.

Reconvene Special Meeting: Mayor Galvan asked for a motion to come out of recess and reconvene the meeting from May 18, 2023. Councilman Thornton made the motion. Councilman Hundley seconded. Motion carried. Mayor Galvan announced the meeting was out of recess.

Approval of Minutes from May 18, 2023 – Item removed until next meeting so minutes from June 6, 2023, reconvened meeting can be added.

Agenda: Mayor Galvan asked for a motion to approve the Reconvened Special Meeting Agenda. Councilman Hundley made the motion. Councilman Thornton seconded. Motion carried.

Public Hearing – Proposed Charter Amendment Changing the Form of Government from Council-Manager to Mayor-Council. Mayor Galvan asked for a motion to open the Public Hearing. Councilman Hundley made motion. Councilman Farmer Seconded. Motion carried. Mayor Galvan announced Public Hearing open.

Public Hearing Comments: One person signed up to speak – Carolyn Hailey of 128 Lemons St, Stoneville, NC spoke in favor of the proposed Charter Amendment Changing the Form of Government.

Mayor Galvan asked for a motion to close the Public Hearing. Councilman Thornton made the motion. Councilman Bennett seconded. Motion carried. Mayor Galvan announced Public Hearing closed.

Closed Session §143-318.11 (3) Consult with Town Attorney, (4) Economic Development, and (6) Personnel. Councilman Thornton made motion to go into closed session. Councilman Bennett seconded. Motion carried.

Motion to come out of Closed session made by Councilman Hundley. Seconded by Thornton. Motion carried. Returned to open session.

Motion made by Councilman Thornton to adjourn recessed meeting that was originally started on May 18, 2023. Councilman Farmer seconded. Motion carried.

Meeting adjourned 6:55 p.m.

Mayor, Kathy Stanley-Galvan

Town Clerk, Deleia Hutcherson

Stoneville Town Council
Meeting Minutes
June 6, 2023
7:00 PM - Council Chamber

Regular Meeting (7:01 p.m.)

Present were Mayor Kathy Stanley-Galvan, Councilmen Henry Thornton, Chuck Hundley, Johnny Farmer, and Curtis Bennett. Also present were Interim Town Manager Perry Webster, Town Clerk Deleia Hutcherson, Finance Officer Shannon Tucker, Fire Chief Joel Freeman, Police Chief Frank Moore, and Town Attorney Eugene Russell.

Welcome: Mayor Galvan welcomed the assembly and called the meeting to order after the Pledge of Allegiance and Invocation.

Mayor Galvan stated that during the closed session, the following sections of §143-318.11 were discussed: (3) Consult with Town Attorney, (4) Economic Development, and (6) Personnel.

Minutes: Mayor Galvan asked for a motion to approve the Minutes from the May 2, 2023, Regular Meeting. Councilman Thornton made the motion to approve the minutes. Councilman Farmer seconded. Motion carried.

Agenda: Mayor Galvan announced June 6, 2023, Agenda was being amended to add items 8-11 before asking for a motion to approve. Item 8 – Resolution Accepting Designation as a Distressed Unit. Item 9 – Resolution Adopting Town Policy for Electronic Attendance by Council Members at Town Council Meetings. Item 10 – Approve Healthcare Insurance Plan. Item 11 – Approve Lease Renewal for Norfolk Southern Railroad Co. Property of .09 acres on Henry St. Item 12 – Replace Simpson St. Pump. Mayor asked for a motion to approve the Amended June 6, 2023, Agenda. Councilman Thornton made the motion to approve. Councilman Bennett seconded. Motion carried.

New Business:

1. Public Hearing – 2023/2024 Budget

Motion to open Public Hearing made by Councilman Thornton. Seconded by Councilman Hundley. Motion carried.

No One Signed up for Public Hearing Comments

Motion to close Public Hearing made by Councilman Thornton. Seconded by Councilman Hundley. Motion carried.

2. Consideration to approve 2023/2024 Budget Ordinance – Town Mgr. Webster advised the Council of a price increase notification from Waste Mgmt. that was received after the proposed budget was presented. The increase will be 5.4% and is based on the increase in the CPI (Consumer Price Index). Increase will be effective July 1, 2023 through June 30, 2024. Councilman Farmer pointed out that we are already charging more than we are paying for services and would recommend the Town absorb the costs this year and not change rate for 2023-2024. Councilman Farmer made motion to keep the rates the same for 2023-2024 and town to absorb costs of Waste Mgmt price increase in 2023-2024 Budget and instructed town staff to contact Waste Mgmt to determine how this was calculated and reason for increase. Councilman Thornton seconded. Motion carried. Councilman Farmer made a motion to approve the 2023-2024 Budget as presented with Amendment he made regarding Waste Mgmt price increase. Seconded by Councilman Hundley. Motion carried. Copy of final budget for 2023-2024 incorporated into minutes.

3. Consideration to approve 2023/2024 Fee Schedule – Councilman Farmer made motion to

approve the 2023-2024 Fee Schedule. Councilman Thornton seconded. Motion carried. Copy incorporated into minutes.

4. **Consideration to approve Ordinance O-2023-01 Amending the Charter of the Town of Stoneville to Implement Mayor-Council Form of Government** – Councilman Farmer made the motion that Council approve Ordinance O-2023-01 Amending the Charter of the Town of Stoneville to Implement Mayor-Council Form of Government. Councilman Hundley seconded. Motion carried. Copy incorporated into minutes.
5. **Consideration to construct additional driveway at Stoneville Municipal Cemetery** – Town Mgr. Webster provided four quotes for grading and constructing driveway and made recommendation to proceed with awarding job to Fred Mitchell & Sons at the quote of \$8,390.00. Councilman Hundley made motion to approve the grading for the additional driveway at the Stoneville Municipal Cemetery and award job to Fred Mitchell & Sons as recommended by Town Mgr. Webster. Seconded by Councilman Bennett. Motion carried.
6. **Consideration to approve contract with Hope Church for use of gymnasium** – Town Mgr. Webster advised Council that the Pastor of Hope Church approached him about using their gymnasium for our recreational needs. The charge would be \$100.00 monthly (\$1,200.00 annually) versus our current annual contract of \$1,500.00 with Stoneville Elementary that runs from August - June. It was discussed that availability would be better at Hope Church gym since you wouldn't have to plan around school events. If approved, contract with Stoneville Elementary would not be renewed. Contract with Hope Church would only allow use of gym for approved Stoneville Recreation functions as our insurance will only cover our events. Our Parks and Rec. Director would schedule events and provide monthly schedule to the Pastor of Hope Church. Councilman Farmer made a motion that the Town enter the contract with Hope Church for the use of their gymnasium for our recreation programs. Seconded by Councilman Bennett. Motion carried. Copy incorporated into minutes.
7. **Consideration to approve contract with Rouse, Rouse, Rouse, & Gardner LLP for 2023/2024 audit services** – Councilman Farmer made motion to approve contract with Rouse, Rouse, Rouse and Gardner for our 2023-2024 audit services. Seconded by Councilman Thornton. Copy incorporated into minutes.
8. **Resolution Accepting Designation as a Distressed Unit** – Town Mgr. Webster advised that we did not qualify for a \$6.2 million grant earlier in the year for water/sewer infrastructure as we are not classified as a distressed unit. DEQ reached out and advised it would benefit us with future federal and state grants and assistance if we accept the designation as a distressed unit. This basically means we don't have the funds needed to repair our water and sewer infrastructure. Councilman Hundley made a motion to Adopt a Resolution for the Town of Stoneville Accepting Designation as a Distressed Unit. Councilman Thornton seconded. Motion carried. Copy incorporated into minutes.
9. **Resolution Adopting Town Policy for Electronic Attendance by Council Members at Town Council Meetings** – Town Attorney Eugene Russell spoke on this matter and explained the reasons for adopting a policy and reviewed the proposed policy. Councilman Farmer made the motion to approve the Resolution Adopting Town Policy for Electronic Attendance by Council Members at Town Council Meetings with the Amendment made to Item 12 that Participation in a Closed Session is not permitted under this Policy. Councilman Thornton seconded. Motion carried. Copy incorporated into minutes.
10. **Approve Healthcare Insurance Plan** – Councilman Thornton made motion to approve healthcare insurance plan with NCLM (NC League of Municipalities). Councilman Hundley seconded. Motion carried.

11. **Approve Lease Renewal for Norfolk Southern Railroad Property of .09 acres on Henry St. –** Councilman Farmer made motion to approve lease renewal for Norfolk Southern Railroad property of .09 acres on Henry St. which continues to allow public parking for town. Councilman Thornton seconded. Motion carried. Copy incorporated into minutes.
12. **Approve replacement of Simpson Street Pump –** Town Mgr. provided costs involved to rebuild pump versus purchasing new one. It was mentioned that existing pump has already been rebuilt at least four times and a new pump would have a warranty. It was determined that it would be more cost effective to purchase a new pump versus having the existing pump rebuilt. Councilman Thornton made motion that we spend the \$28,380.6 + tax & freight to replace the Simpson Street pump using ARP funds. Councilman Farmer seconded. Motion carried. Copy incorporated into minutes.

Old Business:

1. **Provide further detail on using PEGG Grant to promote town and businesses –** Ken Lewis, Director of Marketing for Johnny Davis Digital spoke and presented a marketing proposal for the Town of Stoneville. After further discussion, Councilman Farmer suggested Town Mgr. Webster obtain three quotes within Rockingham County to review other options and compare prices for promoting the town through ads, videos, television, etc.

Public Comments: None

Departmental Reports:

1. **Fire –** Chief Freeman provided update on number of medical and fire calls for May. They were awarded \$22,600 in the 2023 Volunteer Fire Dept. Fund Grant which will go towards extrication tools. They received their inspection rating and it stayed the same.
2. **Police –** Chief Moore provided updates on employment applications and introduced one applicant present at meeting.
3. **Parks and Recreation –** Town Mgr. Webster provided update. 52 kids were registered for T-Ball and four teams formed. Jerseys and hats were ordered for teams and great participation from sponsors. Mulch was ordered for playground and new borders installed. Ball field was worked on to improve the playing surface for games.
4. **Public Works –** Town Manager Webster provided update. Brush pick-up and pot hole repairs have been delayed due to priority sewer and water line breaks and/or leaks. Road caved in on part of Matthews St and had to be dug up and compacted. There was a blow off valve replacement on Hwy 770. They've also had to check the lift station on Simpson St. and the water tower every two hours due to alarm system notification issues. A part-time person has been hired to mow and clean streets.

Town Manager Report:

1. **Update on Public Works Building –** Expecting five quotes from general contractors (3 have already been received). Grade plan has been received from our Town Engineer, Bill Lester. Town Mgr. Webster expects all bids to be in by next Council Meeting and should be able to start project once bid approved and contract awarded.

Upcoming June events were announced.

Motion was made by Councilman Thornton to go into **Closed Session §143-318.11 (3) Consult with Town Attorney, (4) Economic Development, and (6) Personnel**. Councilman Farmer seconded. Motion carried.

Motion to come out of closed session made by Councilman Thornton. Councilman Hundley seconded. Motion carried.

Returned to open session.

Motion made by Councilman Thornton to adjourn meeting. Councilman Farmer seconded. Motion carried.

Adjourned at 8:47p.m.

Mayor, Kathy Stanley-Galvan

Town Clerk, Deleia Hutcherson

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